



ADMINISTRATION TEAM

Meeting Summary

Date: October 29, 2010

Time: 9:00 am

Place: WSDOT Corson Office

6431 Corson Avenue South, Seattle Wa.

NW Materials Lab Training/Conference Room (S. end of complex)

Phone 206-768-5862

Attending:

X	Ashley Davis		Mike Grigware	X	Anthony Sarhan
	Jerry Brais	X	Darrel McCallum	X	Glenn Schneider
	Paul Gonseth		Craig McDaniel		Mark Scoccolo
	Mike Hall	X	Tina Nelson		Aleta Borschowa
X	Ryan McBride	X	Roger Palfenier		Andy Thompson
	Jeff Carpenter		Mark Rohde	X	Greg Waugh
		X	Tanya Bird	X	Randy Dubigk

Randy Dubigk opened the meeting for WSDOT and reviewed the Agenda.

SPCC plan specification

Tanya Bird, WSDOT Environmental Services Office, was introduced and discussed the proposed SPCC specification changes. The changes to the specifications are a result of a fuel spill on a WSDOT project wherein a Contractor's fuel storage tank was vandalized and as a result, fuel spilled, migrated to an adjacent creek and eventually found its way into Puget Sound. The spill could have been mitigated if secondary confinement measures had been in place.

Secondary containment is a requirement of the 2009 International Fire Code and all personnel associated with the contract need to be aware of these and how such plans would be implemented if an accident does occur. An example of a secondary containment plan would be if a crane is set up next to a body of water and it is impractical to move it when it is not in use; what measures would be in place to protect the surrounding area if an accident occurred?

Key points:

General Special Provision 071501.FR1, Spill Prevention, Control and Countermeasures Plan, will be eliminated and the information therein will be combined with Section 1-07.15(1) of the Standard Specifications. Changes include: 1) the requirements of the International Fire Code section 3406 and secondary confinement measures, 2) include pertinent language from the GSP into the Standard Specification to eliminate redundancies, conflicting information, etc., 3) include fuels and petroleum products as a hazardous material.

Hazardous Materials is defined in the Environmental Procedures Manual and should be reviewed so that all are aware of what is considered to be hazardous and/or contamination.

Ashley Davis expressed concerns about defining petroleum products a “Hazardous” material particularly when the disposal of contaminated soils by a petroleum product is not considered a “Hazardous” material. Tanya stated that she would look at the wording and see if it could be changed to be more reflective of disposal requirements.

When setting up staging areas, both the Contractor and Awarding Agencies need to review those sites and determine how to minimize damages if an accident does occur. As the SPCC plan is a living document, when conditions change, so should the SPCC plan.

A SPCC Plan template has been developed by the WSDOT Environmental Office for Contractors to use as a guide in preparing their SPCC plan in conjunction with SS 1-07.15(1). [The template is available at the following address: [template](#).]

DBE

Greg Waugh asked about the current status of the Disadvantage Business Enterprise (DBE) changes. Randy Dubigk explained that WSDOT is still moving forward with the updating the specification wherein:

1. The DBE Utilization form shall be submitted with the sealed proposal.
2. The WSDOT DBE Written Confirmation form may be submitted with the sealed proposal or submitted to Ad & Award no later than 2:00.59 pm, the day of the bid opening. Forms shall be submitted in a sealed envelope, facsimile or email.
3. Only those DBE's listed on the WSDOT's DBE Resource List will be eligible to be counted towards the contract goal.

When the changes have been approved and fully implemented, WSDOT intends to do an outreach to the contracting community.

Tina Nelson brought up the point that the two hour bid opening delay to receive the DBE Written Confirmation form will not work for Local Programs. She stated the Written Confirmation form will have to be submitted with the sealed proposal. H&LP is looking reviewing this requirement and will most likely create their own special provision addressing the Written Confirmation issue. There will be no delayed bid opening for Local Agencies contracts.

TERO

Craig McDaniel will discuss TERO issues at the next meeting.

Roger Palfenier and Greg Waugh brought up the suggestion again to shown TERO items on the Summary of Quantities. Randy Dubigk said he would forward that suggestion onto Project Development.

Type A Schedule

Type A Schedules will not be removed from the Standard Specifications.

Revisions to SS 1-07.18, Public Liability and Property Damage Insurance

Tina Nelson asked why the second paragraph under item 1 was removed as compared to the 2010 specification. [The way the new specification is written, OCP insurance will be required to be in place through contract Acceptance. According to WSDOT Risk Management, this paragraph was removed as most OCP policies, in their own language, terminate at Acceptance.]

Under item 12, a question was asked as to why a notice of policy cancellation had to be submitted both by facsimile transmission and U.S Mail. [Though not common, cancellation of insurance is considered a breach of contract and WSDOT and any additional insured needs to be notified ASAP of such cancellation so remedial actions may be taken. Industry used to notify those insured (e.g. WSDOT) but now has stopped that practice. Therefore, it will be the Contractor's responsibility to notify those insured. Risk Management believes that by sending a fax and letter; there will be little chance of those insured not being aware of the cancellation.]

Force Account

Randy Dubigk informed the members that WSDOT is currently looking at the FA specification and guidance in the Construction Manual and the intent is to provide better guidance on what is expected by both the contracting community and WSDOT when work is being performed on a FA basis.

Prompt Pay

Greg Waugh requested that we continue with the discussion of the Prompt Pay issue(s) next meeting. We need to look at expediting change orders so there is no need for payment of interest, explore a line-item if interest is due rather than creating another change order.

Greg stated he would bring some information from other States where they have a line-item for interest.

Every Day Counts

Anthony Sarhan of the FHWA briefly discussed a new FHWA website where the “Every Day Counts” initiative is designed to identify and deploy innovation aimed at reducing the time it takes to deliver highway projects, enhance safety, and protect the environment.

<http://www.fhwa.dot.gov/everydaycounts/>

Next Meeting:

Next meeting is scheduled for December 3, 2010, at the WSDOT Corson Office at 9:00 am.